

**Butler County Board of Elections**  
**Board Meeting Minutes**  
**June 08, 2020**

The Butler County Board of Elections met on Monday, June 8, 2020 at 9:00 a.m., for a regular meeting. Roll call was taken and present were Chairman Frank Cloud, Member Mariann Penska, Member Todd Hall, Member Chris Wunnenberg, Director Diane Noonan, Deputy Director Eric Corbin, Early Voting Administrator Nicole Unzicker, Poll Worker/Executive Assistant Melissa Trotta and Secretary of State Regional Liaison Kenneth Henning.

Director Noonan presented Document 1, Bills. Member Hall moved to approve the bills on Document 1; seconded by Member Penska. Roll Call:

Chairman Cloud	yea
Member Penska	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

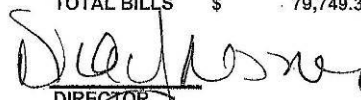
BILLS  
June 8, 2020

0100-5460-520000	Office supplies	\$	2,713.05
0100-5460-525100	Software/ Hardware Equipment	\$	13,250.00
0100-5460-529000	Other mat'l & supplies	\$	9,088.95
0100-5460-530075	Technology support	\$	11,417.62
0100-5460-530150	Membership dues and license	\$	2,855.00
0100-5460-530310	Rental/lease - equip & vehicles	\$	146.42
0100-5460-530500	Travel & training	\$	145.92
0100-5460-536000	Contract services	\$	40,032.39
0100-5460-530320	Polling Place Rentals	\$	100.00

PAID FROM THE GENERAL FUND

TOTAL BILLS \$ 79,749.35

  
CHAIRMAN

  
DIRECTOR

**BILLS**  
**June 8, 2020**

**OFFICE SUPPLIES (520000)**

<b>Home Depot</b>		
Warehouse supplies	\$	73.09
<b>Office Depot Inc</b>		
Office supplies	\$	40.36
<b>Officesupply.com</b>		
300 boxes for record retention	\$	714.60
<b>Total Pro Source</b>		
Toner supplies	\$	1,885.00
<b>TOTAL OFFICE SUPPLIES (520000)</b>	<b>\$</b>	<b>2,713.05</b>

**SOFTWARE/HARDWARE EQUIPMENT (525100)**

<b>Digital Direct Inc</b>		
OKI Data C931DP, replacement envelope and ballot printer	\$	13,250.00
<b>TOTAL SOFTWARE/HARDWARE EQUIPMENT (525100)</b>	<b>\$</b>	<b>13,250.00</b>

**OTHER MATERIAL/SUPPLIES (529000)**

<b>Integrated Voting Systems Inc</b>		
80,000 ballot stock plus shipping	\$	8,800.00
<b>Total Office Source</b>		
toner supplies	\$	288.95
<b>TOTAL OTHER MATERIAL/SUPPLIES (529000)</b>	<b>\$</b>	<b>9,088.95</b>

**TECHNOLOGY SUPPORT (530075)**

<b>BCIS</b>		
6/1/2020-5/31/2020 Oarnet-Vmware Software maintenance	\$	1,235.00
6/22/2020-6/21/2021 Ivanti Desktop Management 66 Computers		968.88
6/24/2020-6/23/2021 2 Adobe Creative Cloud yearly subscriptions		1860.38
<b>Data Information Management Systems</b>		
Dimsnet voterfile maintenance, May 2020	\$	7,304.36
<b>Noonan, Diane</b>		
Monthly time tracking software, May 2020	\$	49.00
<b>TOTAL TECHNOLOGY SUPPORT (530075)</b>	<b>\$</b>	<b>11,417.62</b>

**MEMBERSHIP DUES AND LICENSE (530150)****OAEO**

7/1/20-6/30/21 annual membership \$ 2,855.00

**TOTAL MEMBERSHIP DUES AND LICENSE (530150) \$ 2,855.00**

**RENTAL/LEASE - EQUIP & VEHICLES (530310)****Great American Financial Services Co**

New SOS copier, 1st qtr lease and maintenance fees \$ 146.42

**TOTAL RENTAL/LEASE - EQUIP & VEHICLES (530310) \$ 146.42**

**TRAVEL & TRAINING (530500)****Corbin, Eric**

Coursera course, 5/19/2020 \$ 41.54

**Noonan, Diane**

Coursera course, 5/19/2020 \$ 52.19

**Klein, Jay**

Coursera course, 5/19/2020 \$ 52.19

**TOTAL TRAVEL & TRAINING (530500) \$ 145.92**

**OTHER CONTRACT SERVICES (536000)****Frontier Communications**

Foreign listing, 05/22/20-6/21/20 \$ 6.50

**Haglage Construction Inc**

Furnish and install new security doors and concrete barriers \$ 35,625.00

Remove and replace bulletproof drywall \$ 2,050.99

**Millennium Business Systems**

Flex copies, 4/9/2020-5/8/2020, SOS \$ 65.22

Flex copies, 5/9/2020-6/8/2020, billing period \$ 45.00

**Quadient aka Neopost Inc**

Service and parts, 2 envelope openers \$ 2,239.68

**TOTAL Contract Services (536000) \$ 40,032.39**

**POLLING PLACE RENTALS (536000-530320)**

<b>First Baptist Church of Hamilton</b>		
Polling rental fees, 3/17/2020	\$	100.00
<b>TOTAL POLLING PLACE RENTALS (536000-530320)</b>	<b>\$</b>	<b>100.00</b>

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Document 1

Director Noonan submitted Document 2, the minutes of the May 19, 2020, meeting. Member Wunnenberg moved to approve the May 19, 2020, meeting minutes on Document 2 seconded by Member Hall. Roll call:

Chairman Cloud	yea
Member Penska	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Director Noonan acknowledged receipt of the following advisory:

Advisory	2020-08 Court Order Regarding Witnessed Ink Signatures on Initiative Petitions
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Director Noonan acknowledged receipt of the following memorandum:

Memorandum	2020-03 Organizational Meeting of Major Political Party County Central Committee
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Under Election Business, Deputy Director Corbin stated the post-election audit went well. Deputy Director Corbin said one ballot scanned incorrectly. Member Hall asked what the accuracy rate for a post-election audit must be. Deputy Director Corbin stated, within half-a-percent of the official results. Member Penska moved to approve the Post-Audit Election results for the March 17, 2020, Primary Election; seconded by Member Hall. Roll Call:

Chairman Cloud	yea
Member Penska	yea



Dated this 8 day of June 2020

[Signature]  
Chair  
[Signature]  
Member  
[Signature]  
Member  
[Signature]  
Member

ATTEST:  
[Signature]  
Director

BOARD OF ELECTIONS	Butler County, Ohio
DETERMINATION OF SPECIAL ELECTION EXPENSES	
ON DAY OF PRIMARY OR GENERAL ELECTION IN EVEN NUMBERED YEAR	
Filed	
County Auditor	
By	Deputy

Under the Director’s Report, Director Noonan stated the County Commissioners asked for 4.14 percent of the 2020 budget to be given back to the County General Fund. Director Noonan said the State will reimburse \$132,000 for the extension of the March 17, 2020, Primary Election. She said the \$132,000 will be returned to the General Fund to offset the budget. Member Hall asked how much is 4.14 percent the overall budget. Deputy Director Corbin said approximately \$158,000.00.

Director Noonan stated the 2021 tax budget was turned in to the County Commissioners.

Director Noonan stated the amended House Bill 680 was passed by the House General Assembly. Director Noonan explained the bill removed the mandatory postcard mailing and allows the Secretary of State to mail absentee ballot applications to all registered voters using federal funds, allows the use of federal funds for poll worker training and recruitment, moves the Saturday deadline to request an absentee ballot to the Tuesday before the election, and to continue to have in-person voting on the Saturday, Sunday, and Monday before the election. Chairman Cloud asked if the bill has been passed by the Senate. Director Noonan said no.

Member Penska asked if an absentee ballot application is received after the deadline is the voter contacted. Deputy Director Corbin said the voter is not notified. Deputy Director Corbin stated a process should be looked into for future elections. Member Penska stated the voter should be notified. Member Penska suggested educating voters by utilizing social media and the website.

Deputy Director Corbin stated Early Voting Administrator Nicole Unzicker and Election Services Manager Mickey Smith revised the current absentee ballot application to make it more user-friendly for voters. Member Hall said Early Voting Administrator Nicole Unzicker and Election Services Manager Mickey Smith did a good job.

Under the Deputy Director’s Report, Deputy Director Corbin reminded the Board Members the Secretary of State Summer conference will be held virtually. Chairman Cloud asked if the conference will be held by Zoom Video Conference. Secretary of State Liaison Kenny Henning stated an advisory will be forthcoming with more details.

Member Hall moved to go into Executive Session to discuss personnel according to O.R.C. 121.22(G)(1) at 9:26 a.m.; seconded by Member Penska. Roll Call:  
Chairman Cloud                    yea  
Member Hall                    yea  
Member Penska                    yea  
Member Wunnenberg            yea  
All in favor; motion carries.

At 9:55 a.m. Chairman Cloud stated the Board is back in session.

With no further business, Member Hall moved to adjourn the meeting; seconded by Member Penska. Roll call:  
Chairman Cloud                    yea  
Member Penska                    yea  
Member Hall                    yea  
Member Wunnenberg            yea  
All in favor; motion carried.

The meeting was adjourned at approximately 09:46 a.m.

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Frank Cloud, Chairman	Diane Noonan, Director
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Todd Hall, Member	Chris Wunnenberg III, Member
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Mariann Penska, Member	